

# Job Opportunity State Controller's Office



Applications will be screened and only the most qualified will be interviewed. Please call 916-323-3055 to request reasonable accommodations. Voice/CRS Relay (711)

<b>Position:</b>	Special Investigator I/ Senior Special Investigator
<b>Position #:</b>	051-722-8553-XXX 051-722-8550-XXX
<b>Salary Range:</b>	\$3,902 - \$5,631 \$4,888 - \$6,194
<b>Issue Date:</b>	January 16, 2009
<b>Contact:</b>	Rick Chivaro (916) 445-6854
<b>Location:</b>	Executive Office 300 Capitol Mall Sacramento, CA 95814
<b>Final Filing Date:</b>	Until Filled (Statewide)

## Applications:

Individuals who are currently in this classification, or are eligible for lateral transfer, or reachable on a certification list may apply. SROA/Surplus candidates will be given priority.

**All hires will be subject to a background check.**

**For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.**

Submit a Std.678 State Application and Resume to:

State Controller's Office  
Executive Office  
ATTN: Sally Lim  
300 Capitol Mall, Suite 300  
Sacramento, CA 95814

If you are interested in working in a fast-paced environment surrounded by enthusiastic and self-motivated people, then look no further. The Office of the State Controller (SCO) is the destination employer within the State of California.

### Scope of the Position:

With general direction provided by the Chief Legal Counsel, conduct investigations in relationship to fraud, malfeasance, or other criminal misbehavior in violation of laws within the jurisdiction of the State Controller (with Peace Officer Status). Specific duties include, but will not be limited to the following:

Duties and Responsibilities: (Candidates must perform the following functions with or without reasonable accommodations)

### **DUTIES WILL BE COMMENSURATE WITH LEVEL HIRED**

- Conduct investigations of suspected violations and complaints of laws, rules, and/or regulations;
- Investigate issues associated with underground economy activities design to avoid taxation, and/or duty required by law
- Review financial related documents, seized during an investigation, for inconsistencies or inappropriately documented revenue;
- Interpret existing laws and initiate the proper application as assigned within their duties;
- Locate and interview victims, witnesses, and suspects of complaints;
- Prepare written reports and briefing to Chief Legal Counsel and other members of the executive staff as appropriate;
- Cooperate with state, federal and local jurisdictions involved in investigative activities;
- Prepare cases/reports for District Attorney's throughout the State and Federal Prosecutors;
- Testify in state, federal, and civil courts or hearings when required;
- When required, serve legal documents
- Conduct stake-outs, surveillances, and undercover operations;
- Apply rules of arrest to suspected violators;
- Carry a firearm;

### Desirable Qualifications:

- POST Certified or possess the ability to successfully complete a POST certified academy;
- A college degree with an emphasis Accounting/Auditing
- Experience in fraud detection, computer forensics and/or law enforcement;
- Experience in applying accounting and/or auditing standards;
- Display professionalism along with good ethics and morals;
- Communicate effectively with team and senior staff;
- Must have the ability to travel with little notice;
- Must be available to work various hours when conducting investigations;